

**Homeland Security Grant Program**  
**Delaware Homeland Security Terrorism Preparedness Working Group**  
**Meeting Minutes**

June 12, 2017

**Call To Order**

- A. DEMA Director A.J. Schall convened the Delaware Homeland Security Terrorism Preparedness Working Group (DHSTPWG) meeting at 1:00 p.m., in the Delaware Emergency Management Agency (DEMA) James E. Turner, III Educational Center. The following documents were provided to all meeting participants:
  - 1) Meeting Notice & Agenda
  - 2) DHSTPWG Meeting Minutes, May 8, 2017
  - 3) Training and Exercise Subcommittee Meeting Minutes, May 3, 2017
- B. LTC Wiley Blevins briefed on staffing changes at the Delaware National Guard (DENG) and introduced his replacement, LTC Garland Pennington. Moving forward, LTC Pennington will be representing the DENG at the DHSTPWG.
- C. Minutes from the May 8, 2017 meeting were reviewed and approved. **(Motion Approved: Robert Newnam ; Second: Tim Sexton – Passed Unanimously)**

**1. Old Business**

- A. **Training and Exercise Subcommittee** – (Robert Newnam, Chairman)

Director Newnam briefed copies of the minutes that were provided to the Working Group. No actions needed to be taken by the Working Group. Director Newnam then briefed on the voluntary funding reductions that were undertaken by the subcommittee for their FY17 HSGP projects. Tim Sexton questioned funding of the Agricultural Machinery Extraction course using HSGP funds. Director Newnam stated that the training incorporates general heavy machinery extraction and covers equipment that was purchased in the past using HSGP. It was agreed that the wording would be updated to reflect the broad applicability of the training.

- B. **FY2015 and FY2016 Homeland Security Grant Status**

Ms. Hupp spoke about the FY15 grant status and said that the grant only has approximately 13% left to be expended, outside of obligated sub-grants and M&A. FY16 is off to a great start, with 29% of that spent, although a large portion of that is the establishment of sub-grants.

**C. FY2017 Creation**

Mr. Carpenter raised a motion to meet in Executive Session. (**Motion – Dave Carpenter, Second – Robert Newnam**). Ms. Hupp and Ms. Fitzgerald gave a project overview first on those projects that were building capabilities, followed by those that were sustaining capabilities. Executive session was then adjourned and the meeting resumed. Funding amounts and project submissions for the FY17 HSGP were approved unanimously. (**Motion - Robert Newnam, Second - Dave Carpenter**).

**2) New Business**

**A. Director Comments**

Director Newnam announced that the July Training and Exercise subcommittee meeting was cancelled.

**B. Discussion**

Director Newnam requested that in the future, a hardcopy of the budget be provided for overview before a vote be held.

**3) Next Meeting** – The next meeting is scheduled for July 10, 2017 at 1:00 p.m. at DEMA.

**4)** Meeting was adjourned; **Motion - Robert Newnam, Second - Tim Sexton.**

**Minutes approved by DEMA Director**

A.J. Schall, Jr.

Chairman, Delaware Homeland Security Terrorism Preparedness Working Group

Attachment: Attendance Roster

**Homeland Security Grant Program**  
**Delaware Homeland Security Terrorism Preparedness Working Group**  
**Meeting Minutes**

**June 12, 2017**

<b>MEETING ATTENDANCE ROSTER</b>	
<b>Name</b>	<b>Agency</b>
A.J. Schall, Jr.	Chairman
Amy Anthony	DE Division of Motor Vehicles
Wiley Blevins	DENG
David Carpenter	New Castle County EMA
Sandra Ennis-Alexander	DTI
Raymond Holcomb	DSHS/OSEC
Joseph Hughes	League of Local Government
Isabella Kaplan	DTI
Carl Luft	League of Local Governments
Marny McLee	Citizen Corps
David Mick	Kent County Public Safety
Robert Newnam	Delaware State Fire School
Suzanne Raab-Long	Delaware Healthcare Association
Tim Sexton	Division of Public Health
Lisa Tanielian	DDA
Harvey Velott	DSP
<b>Working Group Guest</b>	
Gerald Brennan	DSFS
Matthew Higgins	DNREC
Chris Marsh	DeIDOT
Garland Pennington	DENG
<b>Delaware Emergency Management Agency Staff</b>	
Paige Fitzgerald	Terrorism Preparedness Planner
Renee Hupp	Terrorism Preparedness Planner
Josh Kelly	Terrorism Preparedness/DEOP Planner
Tony Lee	Principal Planner
Chris Murtha	Planning Supervisor
Tom Nesbella	WMD Planner